



## SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP through "Support to Security Sector Reform in the Republic of Moldova" Project kindly requests your quotation for the provision of Hyperbaric Oxygen Chamber as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

- Section 1: RFQ Instructions and Data
- Section 2: Documents to be submitted
- Annex 1: Specifications sheet
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offer
- Annex 4: Technical compliance Table

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents. by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal.

Follow the instructions in the user guide to search for the tender using Negotiation ID in this document.

In case you have never registered before, follow this link to register a profile:

[https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000127715297&\\_af.ctrl-state=azywmctp\\_1&\\_afLoop=6329722925931702&\\_afWindowMode=0&\\_afWindowId=null&\\_afFS=16&\\_afMT=screen&\\_afMFW=1042&\\_afMFH=575&\\_afMFDW=1280&\\_afMFDH=720&\\_afMFC=8&\\_afMFCl=0&\\_afMFM=0&\\_afMFR=144&\\_afMFG=0&\\_afMFS=0&\\_afMFO=0](https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000127715297&_af.ctrl-state=azywmctp_1&_afLoop=6329722925931702&_afWindowMode=0&_afWindowId=null&_afFS=16&_afMT=screen&_afMFW=1042&_afMFH=575&_afMFDW=1280&_afMFDH=720&_afMFC=8&_afMFCl=0&_afMFM=0&_afMFR=144&_afMFG=0&_afMFS=0&_afMFO=0)

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Thank you and we look forward to receiving your quotations.



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## 1 Overview

### 1.1 General Information

<b>Title</b>	RfQ22/02453: Procurement of Hyperbaric Oxygen Chamber
<b>Amendment</b>	Amended contacts of focal points of the negotiation
<b>Description</b>	
<b>Contact Point</b>	Natalia Culai
<b>Outcome</b>	
<b>E-Mail</b>	natalia.culai@undp.org
<b>Reference Number</b>	RfQ22/02453
<b>Beneficiary Country</b>	Republic of Moldova
<b>Introduction</b>	<p>United Nations Development Programme hereby invites you to submit your quotation for the "<b>Procurement of a Hyperbaric Oxygen Chamber for the Support to Security Sector Reform Project</b>".</p> <p>When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal.</p> <p>Quotations may be submitted on or before <b>28 April 2022, 16:00 (Moldova local time, GMT +3)</b>. If any doubt exists as to the time zone in which the quotation should be submitted, refer to <a href="http://www.timeanddate.com/worldclock/">http://www.timeanddate.com/worldclock/</a>.</p> <p>It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation. Quotations must be submitted directly in <b>Quantum supplier portal</b> following this link: <a href="http://supplier.nextgenerp.partneragencies.org/">http://supplier.nextgenerp.partneragencies.org/</a> using the profile you may have in the portal.</p> <p>Follow the instructions in the user guide to search for the tender using: <b>Negotiation ID: UNDP-MDA-00010</b></p> <p>In case you have never registered before, follow this link to register a profile: <a href="https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&amp;_adf.ctrl%20state=tvig6eu33_129&amp;_afLoop=10819410475919380&amp;_afWindowMode=0&amp;_afWindowId=null&amp;_adf.ctrl-state=lii6khwff_1&amp;_afFS=16&amp;_afMT=screen&amp;_afMFW=1920&amp;_afMFH=927&amp;_afMFDW=1920&amp;_afMFDH=1080&amp;_afMFC=8&amp;_afMFCI=0&amp;_afMFM=0&amp;_afMFR=96&amp;_afMFG=0&amp;_afMFS=0&amp;_afMFO=0">https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&amp;_adf.ctrl%20state=tvig6eu33_129&amp;_afLoop=10819410475919380&amp;_afWindowMode=0&amp;_afWindowId=null&amp;_adf.ctrl-state=lii6khwff_1&amp;_afFS=16&amp;_afMT=screen&amp;_afMFW=1920&amp;_afMFH=927&amp;_afMFDW=1920&amp;_afMFDH=1080&amp;_afMFC=8&amp;_afMFCI=0&amp;_afMFM=0&amp;_afMFR=96&amp;_afMFG=0&amp;_afMFS=0&amp;_afMFO=0</a></p> <p>Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.</p> <p><b>Contacts:</b> Ms. Natalia Culai, e-mail: <a href="mailto:natalia.culai@undp.org">natalia.culai@undp.org</a> / (+373) 688 622 99; Mr. Veaceslav Bugai, email: <a href="mailto:veaceslav.bugai@undp.org">veaceslav.bugai@undp.org</a></p>



## 1.2 Tender Timeline

**Preview Date**

**Open Date** 19/04/22 12:29 PM

**Close Date** 28/04/22 13:00 PM

**Time Zone** Coordinated Universal Time

## 1.3 Terms

**Negotiation Currency** USD ()



## 2 Requirements

*\*Response is required*

Dear Supplier,

Please review carefully the requirements and questions in this section. Provide answers as required and upload supporting documents when requested so.

### 2.1 Section 1. RFQ General Instructions and Data sheet

#### 1. Introduction

Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the [UNDP Programme and Operations Policies and Procedures \(POPP\) on Contracts and Procurement](#) and with the provision in the General Instructions to Bidders in the document herewith attached.

Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.

UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.

#### 2. General Conditions of Contract

Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section  
Applicable GTC:

- General Terms and Conditions / Special Conditions for Contract.

Applicable Terms and Conditions and other provisions are available at [UNDP/How-we-buy](#)

#### 3. Special Conditions of Contract

- Cancellation of PO/Contract if the delivery/completion is delayed by 1 calendar months.

**Liquidated Damages** will be imposed in the amount of 0.1% of contract for every day of delay, up to a maximum duration of 30 days. Thereafter, the contract may be terminated.

#### 4. Duties and taxes

*Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise*



specified in the requirements section.

All prices must be **exclusive of VAT** and other applicable indirect taxes

**5. Language of quotation**

Quotation must be in Romanian or English

**6. Payment Terms**

-100% upon complete delivery, installation, commissioning of Hyperbaric chamber and training of required medical personnel

**7. Conditions for Release of Payment**

- Installation and commissioning. Training on equipment' operation and features to be provided to the relevant medical staff;
- Written Acceptance of Goods based on full compliance with RFQ requirements.

**8. Clarifications**

Requests for clarification from bidders will not be accepted any later than **3 days** before the submission deadline. Requests for clarification will be communicated by publishing directly on Quantum supplier portal.

9. The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer.

**10. Evaluation criteria**

- Full compliance to requirements as specified in Annex 1 and lowest price<sup>1</sup>;
- Full acceptance of the General Terms and Conditions;
- Availability of Declaration of conformity;
- Availability of Manufacturer ISO 13485;
- Availability of Manufacture's Authorization Form;
- Availability of Authorized Service Center in the Republic of Moldova and/ or neighbouring countries;
- At least 12 months Warranty on equipment and accessories;
- Delivery period not exceeding 60 calendar days;
- At least 3 years of professional experience in provision of Medical Equipment.

<sup>1</sup> *UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offer that have exceeded the pre-determined requirements established in the specification.*

**11. Eligibility**

A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.

It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.

Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or



through an authorized representative.

**12. Type of Contract to be awarded**

Contract Face Sheet (Goods and-or Services)

**13. Currency of Quotation**

United States Dollar will be also the contract currency and the currency of performance and maintenance securities. Payments under the contract will be made in Moldovan Leu based on UN Operational Rate of Exchange on the day of payment <https://treasury.un.org/operationalrates/OperationalRates.php>

**14. Quotation validity**

Quotation shall remain valid for **90 days** from the deadline for the Submission of Quotation.

15. No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.

16. Partial Quote and Alternative Quote are not permitted.

The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.

Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:

- a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or
- b) they have the same legal representative for purposes of this RFQ; or
- c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;
- d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or
- e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid

17. UNDP is not bound to accept any quotation, nor award a contract or Purchase Order.

18. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

**Publication of Contract Award:** UNDP will publish the contract awards valued at USD 100,000 and more on the websites of the CO and the corporate UNDP Web site.

**Policies and procedures:** This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures.

**UNGM registration:** Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at [www.ungm.org](http://www.ungm.org). The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.

**Cost of preparation of quotation:** UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process. Bidders should arrange site visits at their own cost.



**Supplier Code of Conduct, Fraud, Corruption:** All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>. Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at [http://www.undp.org/content/undp/en/home/operations/accountability/audit/office\\_of\\_audit\\_and\\_investigation.html#anti](http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti)

**Gifts and Hospitality:** Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.

**Conflict of Interest:** UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ. The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.

**Joint Venture, Consortium or Association:** If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that: (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.

## 2.2 Section 2. Documents to be submitted

- \*1. Please provide the company profile highlighting areas of expertise, capacity, and experience of the company.





- \*2. Please provide the duly completed and signed Annex 2/ Quotation Submission Form.
- \*3. Please provide the duly completed and signed Annex 3/ Technical and Financial Offer.
- \*4. Please provide the duly completed and signed Annex 4/ Technical compliance table, including the detailed technical description for the proposed medical equipment, including official brochures and datasheets.
- \*5. Please provide Quality Certificates (e.g., ISO 9001) and/or other similar certificates, accreditations, awards and citations received by the Bidder (if any).
- \*6. Please provide the Declaration of Conformity for the proposed medical equipment.
- \*7. Please provide the Manufacturer ISO 13485 for the proposed medical equipment.
- \*8. Please provide the Manufacturer's Authorization Form for the proposed medical equipment.
- \*9. Please provide a copy of your company registration certificate with the Annex and Export/Import Licenses, (if applicable).
  
- \*10. Please provide a Statement of Satisfactory Performance from the top 3 clients in terms of Contract value in similar field.
- \*11. Please provide a Statement of availability of authorized Service Centre (including name and address of the Service Center) in the Republic of Moldova and/ or neighbouring countries.
  
- \*12. Please provide a written Statement of Technical Support within 72 hours after notification from the Beneficiary institution.
  
- \*13. Please submit a written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List.

**I-1. Compliance with requirements in this section**

Internal for evaluation team: Mark score as 1 if offer has complied with all requirements in this section overall. Mark 0 if not. If marked as 0, system will disqualify offer automatically.

**2.3 Section 3. Annex 1: Schedule of Requirements**

**\*1. Compliance with technical requirements**

Please confirm whether you comply with technical requirements specified in the Annex 1

**\*2. Delivery time**

Confirm that you meet the required delivery time within 60 calendar days

**I-1. Compliance with technical requirements**

Internal for evaluation team: Mark score as 1 if offer has complied with all requirements in this section overall. Mark 0 if not. If marked as 0, system will disqualify offer automatically.



### 3 Lines

Instructions

#### 3.1 Line Information

Line	Category Name	Item	UOM	Estimated Quantity	Unit Price	Total Price	Additional Attributes
1-Hyperbaric Oxygen Chamber	42192800						